



U.S. Department of Justice

National Domestic Communications Assistance Center
Executive Advisory Board
Meeting Minutes
September 21, 2016



Appendix A



National Domestic Communications Assistance Center

Executive Advisory Board

September 21, 2016 – 12:00 PM

Call to Order – Welcome and Introduction

Peter Modafferi, *Chairman*

Introduction of EAB Members

Purpose of the EAB

Preston Grubbs, *Vice Chairman*

NDCAC Interim Director's Remarks

Marybeth Paglino, *NDCAC Interim Director*

Privacy Principles

Erika Brown Lee, *DOJ Chief Privacy Officer*

Chairman's Remarks

Peter Modafferi, *Chairman*

Report of the Administrative Subcommittee

Mr. James Saunders, *Subcommittee Chairman*

Establishment of Subcommittees

Peter Modafferi, *Chairman*

Acknowledgement of Submitted Comments

Peter Modafferi, *Chairman*

Adjournment



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Appendix B



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NDCAC EAB Members		
Name	Title	Organization
Alice Bardney-Boose†	Designated Federal Officer	Federal Bureau of Investigation
David Bowers	Inspector in Charge, Security & Crime Prevention	US Postal Inspection Service
Erika Brown Lee†	Chief Privacy and Civil Liberties Officer, ODAG	Department of Justice
Thomas Chittum	Chief, Special Operations Division	Bureau of Alcohol, Tobacco, and Firearms
James Burrell	Deputy Assistant Director, Operational Technology Division	Federal Bureau of Investigation
Derrick Driscoll	Assistant Director, Investigative Operations Division	US Marshals Service
Alysa Erichs	Assistant Director, Information Management	Immigration and Customs Enforcement
Preston Grubbs	Assistant Administrator, Operational Support Division	Drug Enforcement Administration
Patrick Haggan	First Assistant District Attorney, Suffolk County DA	National District Attorney's Association
Mark A. Keel	Chief, South Carolina Law Enforcement Division	Association of State Criminal Investigative Agencies
Lenny Millholland	Sheriff, Frederick County Sheriff's Office	National Sheriffs Association
Peter Modafferi	Chief of Detectives, Rockland County DA's Office	International Association of Chiefs of Police
Robert Novy	Deputy Assistant Director, Office of Investigations	US Secret Service
Sherry Sabol†	Office of the General Counsel	Federal Bureau of Investigation
James Saunders	Director, Investigative Operations, Iowa Department of Public Safety	National Narcotics Officers' Associations' Coalition
Richard Stanek*	Sheriff, Hennepin County Minnesota	Major County Sheriffs
George Turner*	Chief of Police, Atlanta Police Department	Major City Chiefs

† - Non-Voting Member

* - Not in Attendance



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Appendix C



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Members of the Public in Attendance

Robert Alexander
Frank DelRe
Anthony DiClemente
Judith Doherty
Mo Hessabi
Tom Kohler
Melvin Patterson
Michael Sachs
David Samonds



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Appendix D



Overview of the National Domestic Communications Assistance Center (NDCAC)

Marybeth Paglino
Interim Director, NDCAC

September 21, 2016



The NDCAC

- A national center established under the Department of Justice to leverage and share the collective technical knowledge and resources of the law enforcement community on issues involving real-time and stored communications and to strengthen law enforcement's relationship with industry
- Opened in March 2013
- One-of-a-kind assistance center designed to focus on law enforcement's challenges with communication services, training, and coordination needs
- Staffed by a diverse group of technical experts



The Focus of the NDCAC

- Technical challenges faced by law enforcement
 - Lawfully-authorized electronic surveillance capabilities
 - Evidence collection on communications devices
 - Technical location capabilities

Why the NDCAC is Necessary



- Provide a centralized point of coordinated technical assistance throughout the law enforcement community
- Leverage existing research and development efforts of the law enforcement community
- Provide a seamless mechanism to make solutions available across the law enforcement community
- Address the impacts of a communications industry that is more diverse and complex than ever before



NDCAC Programs





Technical Resource Group

- Provide assistance and technical referrals to law enforcement clients
- Make information more easily available
 - Products and services
 - Lawful intercept contacts and solutions
- Assist clients with technical and procedural questions regarding communication services
 - Assist clients with interpreting communication detail records (CDRs)
 - Provide information about technical solutions/best practices available to the law enforcement community



Technology Sharing

- Share tools and technical solutions with the law enforcement community
- Work with members of law enforcement to identify, leverage, and develop innovative and effective technical solutions
- Develop requirements that identify and clarify the technical capabilities and features that law enforcement views as important to accomplishing its mission



Training

- Provide a comprehensive curriculum to educate law enforcement on new and emerging services and technologies:
 - Leverage existing training opportunities and making them available to State and Local Law Enforcement
 - Develop in-house training curriculum to fill gaps that exist in existing communication training programs
 - Conduct regional outreach to familiarize the law enforcement community with the assistance available through the NDCAC



Industry Relations

- Cultivate and leverage relationships with various segments of the communications industry
 - Facilitate law enforcement's understanding of industry processes and available capabilities
 - Serve as focal point for law enforcement, provide guidance to common questions and concerns and training as needed
 - Develop tools that aid law enforcement interpretation and analysis of collected returns
- Identify and understand new service capabilities and emerging technologies
 - Gain insight into provider plans to assist law enforcement
 - Help provider understand law enforcement needs



Partnering on CALEA Implementation

- CALEA requires telecommunications carriers and manufacturers of equipment to modify and design their equipment, facilities, and services to ensure certain electronic surveillance capabilities exist
- The FBI's CALEA implementation staff is co-located with the NDCAC
- Embedding CALEA implementation staff enables tangible, real-time benefits to NDCAC including subject matter expertise and the ability to leverage established industry relationships

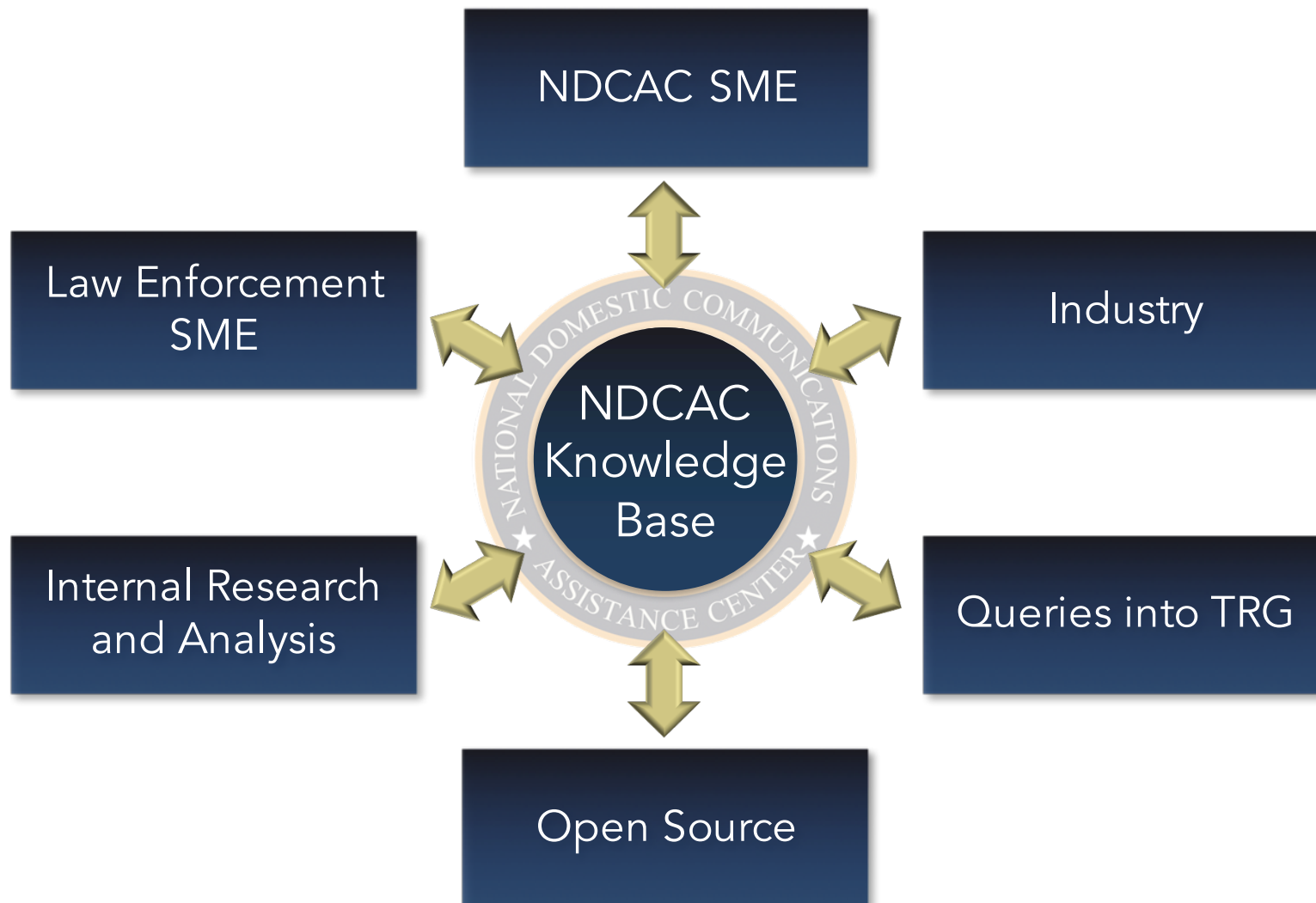


Solution Verification

- Collaborate with industry partners to exercise their intercept systems within a test environment
 - Communication Service Providers and Law Enforcement Agencies
- Service Provider Intercept Solution Verification
 - Execute scenarios to validate carrier's intercept solutions:
 - Capabilities
 - Anomalies
 - Nuances
 - Issues / findings are identified for service provider before realized with a "live" court order



Knowledge Base





Knowledge Base

- NDCAC's ability to serve as an assistance center is based on collaboration among internal and external resources
 - NDCAC and Law Enforcement Subject Matter Experts
 - Relationships with Industry
 - Law enforcement requests
 - Internal research and analysis into emerging technologies and mobile communications services
 - Open source information
- For example, the NDCAC delves into major communications applications to learn how they function and assess the information law enforcement may receive from a provider
 - What information can be provided to law enforcement
 - How subjects of an investigation can evade law enforcement

NDCAC – What it does not do



- The NDCAC is not responsible for the actual execution of any court orders
- The NDCAC does not have any direct investigative role, but provides technical knowledge and referrals in response to assistance requests
- The NDCAC does not conduct robust Research and Development, but is able to modify existing solutions to meet the unique needs of participating agencies
- The NDCAC does not sponsor or provide direct funding or grants to law enforcement agencies (except for the reimbursement of NDCAC-sponsored training)





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Appendix E



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National Domestic Communications Assistance Center Executive Advisory Board Administrative Subcommittee Recommendation



Nomination language:

The Administrative Subcommittee convened over the course of the last several months to discuss how best to assist the Executive Advisory Board (EAB) with fulfilling one of its core responsibilities: providing a recommendation to the Attorney General on the selection and appointment of the Director of the NDCAC.

Despite this being the Advisory Board's first public meeting, the NDCAC has been operational since it first opened its doors in early 2013 and has matured its programs that provide support to the law enforcement community. It has actively involved other agencies in supporting law enforcement, it has provided important training to members of the law enforcement and prosecutorial communities, and supported the law enforcement community with numerous forms of assistance.

During this critical time however, the NDCAC has not been without a leader – the current Interim Director, Marybeth Paglino, has overseen the establishment of the NDCAC and guided its development from the drawing board to maturity. Ms. Paglino was recognized by members of the Administrative Subcommittee as an instrumental force in getting the NDCAC off the ground. She has long been an advocate for the NDCAC and its focus on the State and local law enforcement community.

As a former FBI Special Agent with more than thirty years of experience, Ms. Paglino understands the technical challenges faced by law enforcement and the realities of how communications services and devices impact investigations. She developed the current strategic roadmap for the NDCAC and its constituent programs and has worked tirelessly to educate and coordinate the efforts of the law enforcement community.

The Administrative Subcommittee believes Ms. Paglino meets all the necessary qualifications of NDCAC Director and possesses all the necessary qualities to continue to manage the NDCAC, inform the Executive Advisory Board, and assist the law enforcement community. She has worked to ensure the exchange of information among Federal, State, tribal and local law enforcement agencies regarding lawfully-authorized electronic surveillance capabilities, evidence collection on communications devices, and technical location capabilities; enhanced the relationships between law enforcement and the communications industry; and has implemented an effective infrastructure that maintains an external focus to represent law enforcement stakeholders.

The Administrative Subcommittee unanimously agreed to recommend to the full Executive Advisory Board that the EAB nominate Ms. Paglino as the Director of the NDCAC for an initial three-year term. It is the Administrative Subcommittee's recommendation that the EAB



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**National Domestic Communications Assistance Center
Executive Advisory Board
Administrative Subcommittee
Recommendation**



recommend to the Attorney General that Ms. Paglino be selected and appointed as the Director of the NDCAC.

The Subcommittee will commence work on the selection and appointment recommendation of the NDCAC Deputy Director position(s) and seek input from the NDCAC Director. The Subcommittee will focus on identifying suitable candidates from State and local law enforcement that are interested in supporting the NDCAC for an initial three-year term.



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Appendix F

Bylaws for the National Domestic Communications Assistance Center (NDCAC) Executive Advisory Board (EAB)

BYLAWS FOR THE
NATIONAL DOMESTIC COMMUNICATIONS ASSISTANCE CENTER (NDCAC)
EXECUTIVE ADVISORY BOARD (EAB)

Approved by the
National Domestic Communications Assistance Center
Executive Advisory Board
September 21, 2016

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1 AUTHORITY

1.1 AUTHORITY FOR ADVISORY PROCESS

The National Domestic Communications Assistance Center (NDCAC) Executive Advisory Board (EAB) is created pursuant to the Federal Advisory Committee Act (FACA), Title 5, United States Code, Appendix 2. The FACA at Section 5, Paragraph (b)(2) requires the “membership of the advisory committees to be fairly balanced in terms of the points of view represented and the functions to be performed by the advisory committee.”

2 DEFINITIONS

2.1 DESIGNATED FEDERAL OFFICER

The Designated Federal Officer (DFO) is a federal employee appointed to serve as a management officer in approving the scheduling of EAB meetings and meetings of EAB Subcommittees and performs other assigned duties in relation to the coordination and approval of EAB activities. The DFO is not a voting member of the EAB.

2.2 EAB OFFICERS

The EAB Officers shall consist of an elected Chair, and a Vice-Chair.

2.3 NATIONAL DOMESTIC COMMUNICATIONS ASSISTANCE CENTER (NDCAC)

The Department of Justice (DOJ) established the National Domestic Communications Assistance Center (NDCAC) to leverage and share the collective technical knowledge and resources of the law enforcement community on issues relating to the challenges associated with: advancing communications services and technologies and the preservation of law enforcement’s ability to secure electronic and digital forensic evidence related to criminal investigations; protecting privacy, civil rights, and civil liberties; and strengthening law enforcement’s relationship with industry.

2.4 NDCAC EXECUTIVE ADVISORY BOARD (EAB)

The NDCAC EAB was established to provide advice and recommendations to the Attorney General or his designee and to the Director of the NDCAC that will promote public safety and national security by advancing the NDCAC’s core functions: law enforcement coordination with respect to technical capabilities and solutions, technology sharing, industry relations, and the implementation of the Communications Assistance for Law Enforcement Act (CALEA). EAB members may interact with the Director of the NDCAC or his/her designee as needed to collect information and gain insight into the operations of the NDCAC.

2.5 NDCAC EAB SUBCOMMITTEES

In furtherance of the EAB's duties, the EAB Officers, in consultation with the DFO, may establish Subcommittees. These Subcommittees will provide information and recommendations to the Board to assist the EAB in carrying out its duties. The Subcommittees will report only to the EAB and will not report directly to the Attorney General or to the Director of the NDCAC. Each Subcommittee can interact with the Director of the NDCAC or his/her designee or any other subject matter expert as needed to fulfill their respective missions. The number of EAB members on any Subcommittee must not exceed the level of a quorum for the EAB.

2.6 VOTING AND NON-VOTING MEMBERS

The voting and non-voting membership of the EAB are delineated in the Charter.

3 COMPOSITION OF THE EAB

3.1 VOTING MEMBERS

The EAB consists of representatives from Federal, State, local and/or tribal law enforcement agencies as described in the Charter.

3.2 NON-VOTING MEMBERS

There are two non-voting Board members as follows: a federally-employed attorney will serve as a legal advisor to the Board, and the DOJ Chief Privacy Officer or his/her designee will ensure that privacy and civil rights and civil liberties issues are fully considered in the Board's recommendations.

3.3 DESIGNATED FEDERAL OFFICER

A Designated Federal Officer is assigned to: 1) approve or call the meeting of the EAB or subcommittee; 2) approve the agenda; 3) attend the meetings; 4) adjourn any meeting when he or she determines it to be in the public interest; and 5) chair the meeting when so directed by the Agency head.

3.4 APPOINTMENT

All Board members shall be appointed by the Attorney General consistent with the EAB Charter.

3.5 TERM OF VOTING MEMBERS

Each voting member shall serve a two-year term, or for the life of the EAB, commencing with the respective member's appointment by the Attorney General.

3.6 TERM OF NON-VOTING MEMBERS

The terms of the Designated Federal Officer, Attorney, and the DOJ Chief Privacy Officer or his/her designee shall be coincident with the duration of the EAB (i.e., each term automatically renews with the renewal of the Charter).

3.7 FUTURE NOMINATIONS OF EAB MEMBERS

Pursuant to the guidance set forth in the NDCAC EAB Charter, the EAB will develop and implement procedures to select future Federal, State, local, and/or tribal representatives Voting Members of the EAB.

3.8 VACANCIES

EAB member vacancy shall be filled by appointment by the Attorney General. A vacancy of an EAB member from one of the Federal law enforcement agencies shall be filled by designation of another representative by that agency and appointment by the Attorney General. The EAB will develop and implement procedures to recommend new candidates to fill any vacated State, local, and/or tribal positions. Replacement members will serve a two-year term commencing with the respective member's appointment by the Attorney General. The DFO shall facilitate the nomination process of any replacement representative.

4 EAB OFFICERS

4.1 EAB OFFICERS

The officers of the EAB shall be a Chairperson and Vice-Chairperson. Any member may be elected to serve as Chair.

4.2 DUTIES OF EAB OFFICERS

Chair – The Chair shall be the presiding officer at each meeting of the EAB. Prior to each meeting, the Chair is responsible for coordinating with the DFO and Vice Chair to finalize the agenda, and to discuss whether any portions of the meeting should be closed to the public. Requests for closure of the meeting must be consistent with the exemption(s) of the Government in the Sunshine Act, 5 U.S.C. 552b(c) and must be submitted to the DFO at least 60 days prior to the scheduled meeting. The Chair is also responsible for certifying the accuracy of all minutes of advisory committee meetings within 90 calendar days of the meeting to which they relate.

Vice Chair – The Vice Chair shall coordinate with the Chair and the DFO prior to each meeting, and shall act as Chair at any EAB meeting when the Chair is absent.

4.3 SELECTION OF EAB CHAIR AND VICE CHAIRS

The EAB will elect a Chairperson and Vice Chairperson in accordance with the Charter. The two EAB Officer positions shall be balanced between a Federal representative and a State, local, and/or tribal representative.

4.4 TERM OF EAB OFFICERS

The term of the EAB Officers shall be as stated in the Charter.

4.5 VACANCY IN EAB OFFICE OF THE CHAIR

A vacancy in an unexpired term of the EAB Chairperson shall be filled by the Vice Chairperson for the remainder of the Chairperson's term. A new Vice Chairperson shall be selected to serve for the remainder of the term.

5 EAB MEETINGS

5.1 TIME OF MEETINGS

EAB meetings shall be held at least twice during each calendar year unless budgetary or other considerations dictate otherwise. Meetings shall be called by the DFO after consultation with the membership. All meetings shall be held at a reasonable time and in a place reasonably accessible to the public.

5.2 PRESENCE OF NON-VOTING MEMBERS

The EAB Attorney, DOJ Privacy Officer, and DFO or their representative or designee must be present at all EAB meetings.

5.3 COMPLIANCE WITH LAW

Meetings of the EAB shall be conducted in accordance with the provisions of the FACA, Title 5, United States Code, Appendix 2.

5.4 NOTICE OF EAB MEETINGS

Timely notice of all meetings shall be published in the *Federal Register*. Notice shall be published in the *Federal Register* at least fifteen (15) calendar days prior to the meeting.

5.5 OPEN SESSIONS

All meetings of the EAB shall be conducted in open session unless closure of the meeting is consistent with the exemption(s) of the Government in the Sunshine Act, 5 U.S.C. 552b(c).

5.6 QUORUM

A quorum is one-half of active members of the EAB, or their proxies. No meeting will be held and no vote taken without a quorum being present.

5.7 PROXIES

A Board member may send a proxy to a meeting in accordance with the Charter. A member sending a proxy must notify the EAB Chair and DFO in writing 14 working days prior to the opening of the meeting for which the proxy is given.

5.8 VOTING

Only EAB members or their proxies in attendance (present or remotely) at the meeting shall be eligible to make motions and vote. All votes shall be decided by a simple majority of active members of the EAB, or their proxies. The EAB Chair will not vote. In the case of a tie, the EAB Chair shall cast the deciding vote.

5.9 RECONSIDERATION OF PAST ACTIONS

An action taken at an EAB meeting may not be reconsidered at the next duly constituted meeting unless a member who voted with the prevailing side moves to have the past action reconsidered.

An action taken more than one meeting in the past may be reconsidered on a motion by any EAB member.

5.10 AGENDA

The agenda for an EAB meeting shall be set and provided to each member at least 20 working days prior to a meeting.

Amendments to the agenda may be made up to the time of the meeting.

The DFO, in consultation with the EAB Chair and with appropriate input from the membership, shall be the final arbiter of all agenda items.

5.11 EAB MEETING MINUTES

The EAB meeting minutes shall be kept and maintained by the DFO. The DFO must ensure that minutes are certified within 90 calendar days of the meeting in which they relate. All meeting minutes are available to the public upon request.

5.12 PUBLIC PARTICIPATION

As required by Federal law, EAB meetings will be open to the public and meetings will be held at a location that provides room to accommodate for a reasonable number of interested members of the public. The DFO, in coordination with the EAB, will establish a system for the public to register in advance for attendance and include instructions in the public meeting notice. The public meeting notice shall include a summary of the agenda and/or topics to be discussed.

All attendees will be required to sign-in at the meeting registration desk. Prior to the meeting, any member of the public may submit a written statement to the DFO. Written statements must include the requestor's name and the requestor's corporate designation, consumer affiliation, or government designation; shall be focused on the issues before the EAB; and must not repeat statements previously submitted by the same individual or entity. Written statements must be received by the DFO at least 10 working days in advance of the meeting so that they can be made available to the EAB for their consideration. No oral statements will be permitted by attendees during the meeting.

Anyone requiring special accommodations should also notify the DFO at least seven (7) days in advance of the meeting.

5.13 VENDORS

Vendors shall not be permitted to promote products or make sales presentations while the EAB meeting is in open session.

5.14 ADJOURNMENT OF EAB MEETINGS

A meeting may be adjourned by the DFO if he /she determines it is in the public interest.

6 RECORDS OF THE EAB

The Federal Bureau of Investigation, on behalf of the Department of Justice, shall administer all records, transcripts, minutes, and other documents relating to the advisory functions of the EAB.

Records shall be maintained in compliance with the FACA, Title 5, United States Code, Appendix 2.

7 FINANCIAL DISCLOSURE FOR EAB MEMBERS

The Office of Government Ethics requires certain federal employees and certain persons who, by virtue of their service on an advisory board, become special government employees to annually file Office of Government Ethics Form 450 (“Confidential Financial Disclosure Report”) and to comply with certain standards of conduct applicable to special government employees.

8 COMPENSATION

EAB and Subcommittee members shall receive no salary or other honorarium for their services. Reimbursement for travel and subsistence expenses shall be made for EAB and Subcommittee member attendance at meetings, except for members that represent federal agencies. These members shall be reimbursed by their own agency. Reimbursement shall be pursuant to Title 5, United States Code, Section 5703.

9 SUBCOMMITTEES

In furtherance of the EAB’s duties, the EAB Officers, in consultation with the DFO, may establish Subcommittees. These Subcommittees will provide information and recommendations to the Board to assist the EAB in carrying out its duties. The Subcommittees will report only to the EAB and will not report directly to the Attorney General or to the Director of the NDCAC. Each Subcommittee can interact with the Director of the NDCAC or his/her designee or any other subject matter expert as needed to fulfill their respective missions. The number of EAB members on any Subcommittee must not exceed the level of a quorum for the EAB.

9.1 SUBCOMMITTEE OFFICERS

Subcommittee Chairs and Vice Chairs shall be appointed, as needed, by the EAB Chair with the concurrence of the DFO and serve at the discretion of the EAB Chair.

9.2 PRESENCE OF THE DFO AND EAB NON-VOTING MEMBERS

The DFO or his/her duly appointed representative or designee must be present at all EAB subcommittee meetings. Attendance of the EAB’s attorney advisor, the DOJ’s Chief Privacy Officer, and/or their representative or designee is not required. Any

recommendation developed by a Subcommittee must be reviewed by the EAB's attorney advisor and the DOJ's Chief Privacy Officer prior to being submitted to the EAB.

9.3 PROXIES FOR SUBCOMMITTEE MEMBERS

A Subcommittee member sending a proxy to a Subcommittee meeting must notify the Subcommittee Chair in writing prior to the opening of the meeting for which the proxy is given. The following rules shall govern the selection of a proxy by a Subcommittee member who cannot attend a Subcommittee meeting:

- (1) An EAB member serving on a Subcommittee must send a proxy who is an EAB member or other individual in accordance with the Charter.
- (2) A subject matter specialist who is not a member of the EAB must send a proxy who has a background in the same field as that for which the Subcommittee member was selected for duty on the Subcommittee.

10 DISCRIMINATION PROHIBITED

Discrimination based on race, color, religion, national origin, age, sex (including pregnancy and gender identity), sexual orientation, disability (physical or mental), marital status, status as a parent, genetic information, political affiliation, membership or non-membership in an employee organization, military service, personal favoritism or other non-merit factors is strictly prohibited.

11 AMENDMENTS TO BYLAWS

Proposed amendments to these Bylaws must be in writing and provided to the EAB members at least 30 calendar days before the meeting at which the amendment will be considered.

A majority of all active EAB members, or their proxies, is required for passage of the proposed motion to amend these Bylaws. Unless an effective date is provided in the proposed amendment, the effective date of the amendment shall be at the conclusion of the meeting at which it is passed.



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Appendix G



UNITED STATES DEPARTMENT *of* JUSTICE

National Domestic Communications Assistance Center Executive Advisory Board Meeting September 21, 2016



**Erika Brown Lee
Chief Privacy and Civil Liberties Officer
U.S. Department of Justice**



I. The Fair Information Practice Principles (FIPPs) as a Foundation

- Transparency/Notice
- Individual Participation/Consent
- Purpose Specification
- Data Minimization
- Use Limitation
- Data Quality and Integrity
- Security
- Accountability/Auditing/Enforcement



FIPPs: Transparency/Notice

- Law enforcement organizations should be transparent and notify individuals regarding collection use, dissemination, and maintenance of PII when practicable for law enforcement.
- One way the Department of Justice incorporates the FIPPs is through its compliance process (e.g. Privacy Impact Assessments and Systems of Record Notices). It is important to consider the FIPPs in other contexts as well.





FIPPs: Individual Participation/Consent

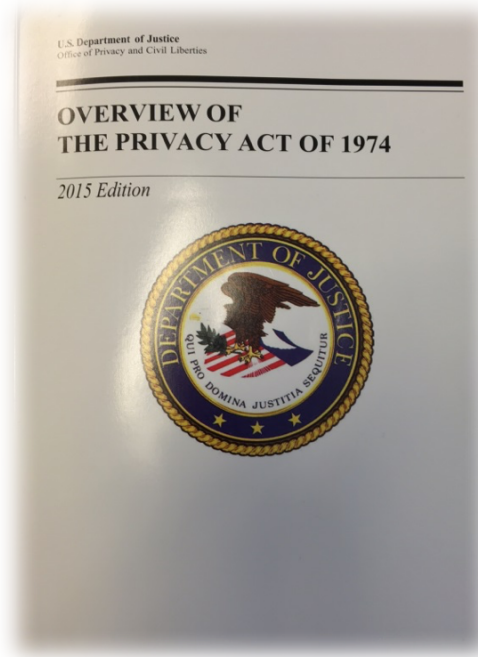
- Law enforcement organizations do not typically provide an opportunity for individual consent regarding its, collection, use, and dissemination of PII.
- However, such law enforcement organizations should provide individuals with the opportunity for access to, correction of, and redress regarding the use on an individual's PII when doing so would not interfere with law enforcement activities.





FIPPs: Purpose Specification

- Law enforcement organizations should articulate the legal authority for and the purposes and uses of its collection of PII, this is provided for under the Privacy Act.





FIPPs: Data Minimization

- Law enforcement organizations should only collect PII that is relevant and necessary to accomplish the specified purpose.
- Law enforcement should only maintain and retain this information for as long as is necessary to fulfill the specified purpose.





FIPPs: Use Limitation

- PII should only be used for a purpose compatible with the purpose for which the PII was collected.
- PII should be collected solely in accordance with the notice provided to the individual.

got purpose?



FIPPs: Data Quality and Integrity

- Law enforcement should maintain PII in an accurate, relevant, timely, and complete manner.
- This concept was embedded into the Privacy Act of 1974. However, law enforcement organizations can exempt themselves from some of their requirements under the Privacy Act.





FIPPs: Security

- Law enforcement organizations should protect PII (in all media) through appropriate security safeguards against risks such as loss, unauthorized access or use, destruction, modification, or unintended or inappropriate disclosure.
- This important privacy principle requires that DOJ use adequate safeguards, including the encryption of PII, to prevent unauthorized disclosures of information.





FIPPs: Accountability/Auditing/Enforcement

- Law enforcement should be accountable for complying with these principles by providing training on these principles to all employees and contractors who use PII, and auditing the use of PII to demonstrate compliance with these principles.





II. The Bureau of Justice Assistance **(BJA) Global Justice information** **Sharing Initiative (Global)**

- BJA provides a robust suite of privacy materials for use by state, local, and tribal law enforcement.
- For more information, visit <http://it.ojp.gov/global>.